



## EMPLOYMENT OPPORTUNITY

### Town of Lexington

We are currently accepting for the part-time (per diem) position of:

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### **Traffic Officer**

### **Traffic Unit, Lexington Police Department**

Pay Rate: \$40 / hour  
No Benefits

Prerequisite: Applicants should have prior experience directing traffic  
with a law enforcement agency

Preference given to Retired Police Officers

**The REQUIRED Town of Lexington application form, resume and cover letter must  
be received in the Town's Human Resource Department  
by Friday, July 8, 2016**

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#### **GENERAL SUMMARY:**

Under the supervision of the Chief of Police (or designee), performs traffic direction and control duties within the Town of Lexington. No law enforcement duties will be authorized. This is a two (2) year appointment by the Town Manager at the recommendation of the Chief of Police. This appointment may be renewed biannually.

After appointment, candidates must purchase their own equipment and replace worn or damaged equipment. Candidates must be available to work week days, 24/7, with availability May through October of each year. This is a non-represented position.

#### **ESSENTIAL JOB FUNCTIONS:**

- Traffic Officer duties are covered by the Lexington Police Department's policy "63A - Traffic Direction and Control," and "64B - Paid Details / Off Duty Assignments." See the Lexington Police website at [lexingtonma.gov/police](http://lexingtonma.gov/police) and click on "About the LPD" and select "Police Department Policies and Procedures."

- Report to traffic detail assignments on time and properly equipped. Obey all instructions and satisfactorily perform traffic direction and control to facilitate the movement of traffic in a safe and orderly manner.
- Attend all required training and maintain certifications where required.

**SUPERVISORY RESPONSIBILITY:**

None.

**MINIMUM REQUIREMENTS:**

Must be physically fit; a physical examination is required.

Must be CPR and 1<sup>st</sup> Aid (or higher) certified. Lexington may provide refresher training which Traffic Officers may attend on their own time and at their own expense.

Must have a valid driver's license and may be required to operate Town owned vehicles.

Prior experience with a law enforcement agency directing traffic.

CORI screening is required

**WORKING CONDITIONS:**

Traffic direction and control is performed outdoors under all-weather/light conditions and exposed to worksite and motor vehicle hazards. Some assignments may extend up to 16-hours and moderate physical effort. Lifting or moving objects up to 25 pounds is common. The ability to see, hear and move about a road construction site is necessary while assisting motorists, pedestrians, bicyclists, work site personnel and others.

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.